

Action: Motion made by Cano, seconded by Courtney, and unanimously carried to approve both the regular minutes of November 12, 2009 and the special meeting of February 18, 2010.

REPORTS FOR FILE**Personnel Report
Report of Vacancies**

Action: Motion made by Cano, seconded by Courtney, and unanimously carried to accept and file the Personnel Report and the Report of Vacancies as presented to the Commission.

UNFINISHED BUSINESS**Establishment of meeting times for regular meetings.**

Stacey Stevenson, Director of Human Resources, explained that there was a discussion a few months ago about changing the start time of the regular meetings due to conflicting schedule of one of the Commissioners. Because it was not properly noted as an agenda item, and that individual is no longer on the Commission, the establishment of meeting times for regular meetings had to come back to the Commission for formal discussion and action. She further stated that the start time for disciplinary hearings may be different. Commissioner Cano stated that he would like to keep it at 5:30 p.m.

Action: Motion made by Cano, seconded by Camacho, and unanimously carried to establish the regular meetings times at 5:30 p.m. on second Thursdays of every other month.

NEW BUSINESS**Order and content of meeting agendas**

HR Director Stacey stated that she added “staff comment” in and explained the difference between “public comment” and “speaking to an item”; that the Commissioners are not bound to follow the order of the agenda. Chair Camacho stated that she has no problem with the order and prefers to keep it the way they are.

Action: Motion made by Camacho, seconded by Courtney, and unanimously carried to leave the order and content of meeting agendas with the public comment toward the end as it is.

ELECTION OF OFFICERS

Action: Motion made by Cano, seconded by Camacho, and unanimously carried to postpone the election of officers until the next regular meeting during which all Commissioners would be present.

PUBLIC COMMUNICATIONS

Nathan, a student from Valhalla High School in El Cajon, introduced himself and informed the Commission that he wanted to gather information regarding boards and commission and find out how they work things out as part of a class assignment.

Commissioner Cano gave him names of other boards and commissions, website, etc. as well. The staff gave him a copy of the agenda, Commission member information sheet, as well as information regarding the role of the Civil Service Commissioners. Members of the Commission were introduced by Director Stevenson.

STAFF COMMENTS

HR Director Stevenson informed that four disciplinary appeals are anticipated to be brought before the Commission; and therefore, the staff will be eventually coordinating calendars to schedule the hearings.

Director Stevenson also informed the Commission that there are no written procedures regarding the process of conducting a hearing. She, therefore, put together a draft of the hearing procedures and submitted it to the City Attorney's Office for review. After the review, she will meet and confer with the labor unions, and finally bring it before the Commission for approval.

COMMISSIONER COMMENTS

Commissioner Cano and the members of the Commission welcomed new Commissioner Martin Martinez. Commissioner Cano stated that it makes a Commission's job easier with a fully staffed Commission.

Chair Camacho acknowledged the arrival of two guests from the public who stated that they are working on a school project and that they were just there to observe. Commissioner Cano told them to feel free to ask the Commission for any questions. HR Director Stevenson stated that she will be more than happy to stay after the meeting and answer their questions.

ADJOURNMENT

Action: Motion made by Cano, seconded by Courtney, and unanimously carried to adjourn the regular meeting at 5:55 p.m., Thursday, March 11, 2010, to the next regular meeting of the Civil Service Commission on Thursday, May 13, 2010, at 5:30 p.m., in the Large Conference Room, Second Floor of the Civic Center, 1243 National City Blvd., National City, CA 91950.


VICE CHAIRPERSON


DATE APPROVED

Special meetings may be called by the Chairperson upon the recommendation of the Personnel Director to consider matters requiring a timely resolution in accordance with the Ralph M. Brown Act per Government Code Section 54950, et. Seq.